

## Justice Court

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### Department Overview

Justice Court is the court responsible for the original jurisdiction of all civil and criminal cases outside of the City of Bozeman. The courts provide an effective and efficient court system for the residents of the county. The courts accomplish this while being fiscally responsible within the budget allocated to them.

For FY 05 the Justice Court saw an increase in Justice of the Peace to two (2) full time Justices. With this increase the courts have nevertheless functioned below the approved budget amounts.

The Justice Court has seen a 25% increase in cases filed since 2000. At the same time Justice Court Collections have increased from \$957,895 to \$1,918,095 in calendar year 2007, a 50% increase in revenue. Unfortunately a significant portion of these revenues are transferred to the State. The increase in cases and fines is a direct result of an increase in law enforcement officers, significant increases in the number of debt filings and the legislative increase of the monetary limit for civil suits to \$7,000.

Another factor in increased workload is the number of residents in the county and the increased reliance on courts for satisfaction.

After careful review the open Justice Court Clerk position was reclassified as Jury Master/Filing Clerk/Receptionist at one step lower in the matrix.

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### Department Goals

- To establish an effective, efficient court that is easily accessible to the public.
  - To insure that employees are well trained, helpful, friendly and accurate in their dealings with the public.
  - Bailiff's presence during Law & Motion.
  - Video Arraignments.
  - Bi-Annual Training for the Judges.
  - Annual Training for Clerks.
  - Second Courtroom inadequate in size-needs to be enlarged.
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### Recent Accomplishments

- Comprehensive Case Management Software.
- Staff professionalism pursued by the Office Manager.
- Mediation in civil Matters with 75% settlement on cases mediated.
- Court has facilitated the increased caseload in a smooth and efficient manner.
- Continued on the job training for the clerks.
- Video Arraignments in both courtrooms.
- Scanning documents for easy retrieval/emailing

# GENERAL GOVERNMENT

## Justice Court

### Department Budget

Object of Expenditure	Actual FY 2007	Final FY 2008	Actual FY 2008	Request FY 2009	Preliminary FY 2009	Final FY 2009
Personnel	\$ 499,052	\$ 538,534	\$ 512,733	\$ 531,355	\$ 545,927	\$ 545,337
Operations	109,101	170,686	115,920	145,000	145,000	145,000
Debt Service	-	-	-	-	-	-
Capital Outlay	-	18,104	6,621	16,800	16,800	16,800
Transfers Out	-	-	-	-	-	-
<b>Total</b>	<b>\$ 608,153</b>	<b>\$ 727,324</b>	<b>\$ 635,274</b>	<b>\$ 693,155</b>	<b>\$ 707,727</b>	<b>\$ 707,137</b>

### Budget by Fund Group

General Fund	\$ 608,153	\$ 727,324	\$ 635,274	\$ 693,155	\$ 707,727	\$ 707,137
Special Revenue Funds	-	-	-	-	-	-
Debt Service Funds	-	-	-	-	-	-
Capital Project Funds	-	-	-	-	-	-
Enterprise Funds	-	-	-	-	-	-
Internal Service Funds	-	-	-	-	-	-
Trust & Agency Funds	-	-	-	-	-	-
<b>Total</b>	<b>\$ 608,153</b>	<b>\$ 727,324</b>	<b>\$ 635,274</b>	<b>\$ 693,155</b>	<b>\$ 707,727</b>	<b>\$ 707,137</b>

### Funding Sources

Tax Revenues	\$ 50,990	\$ 89,239	\$ 88,347	\$ 15,132	\$ 59,339	\$ 89,239
Non-Tax Revenues	(1,621)	551,809	562,845	556,000	556,000	551,809
Cash Reappropriated	558,784	86,276	(15,918)	116,585	92,388	66,089
<b>Total</b>	<b>\$ 608,153</b>	<b>\$ 727,324</b>	<b>\$ 635,274</b>	<b>\$ 687,717</b>	<b>\$ 707,727</b>	<b>\$ 707,137</b>

### Department Personnel

#### Personnel Summary

No	FT/PT	Title	FTE
2	Full-Time	Justice of the Peace	2.00
1	Full-Time	Executive Secreatry III	1.00
7	Full-Time	Justice Court Clerks	7.00
1	Full-Time	Jury Master/Filing Clerk/Receptionist	1.00

Total Program FTE 11.00

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### 2009 Budget Highlights

#### Personnel

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#### Operations

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#### Capital

- Capital Reserve - \$16,800

### County Commission Goals/Department Response

The County Commission established a set of overarching goals for the county government. Listed below are the County Commission's goals, followed by the methods by which Justice Court is striving to fulfill those goals.

#### Exceptional Customer Service

- Customer service in a courteous, professional and friendly manner.
- Prompt, accurate and timely processing of cases filed.
- Civil Judgments entered in a timely manner.
- General Temporary Orders of Protection are ruled upon and issued on the same date they are received in court.

#### Be Model for Excellence in Government

- Effective, efficient court easily accessible to the public.

#### Improve Communications

- Access to Website.

#### To be the Employer of Choice

- Provide professional development to staff.

## GENERAL GOVERNMENT

### Justice Court

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#### WORKLOAD INDICATORS/PERFORMANCE MEASURES

Workload Indicators		Actual	Actual	Estimated	Projected
Indicator		FY 2006	FY 2007	FY 2008	FY 2009
1 . Cases Filed		14,414	13,500	13,500	12,500
2 . Court Collections		2,019,844	1,850,000	1,850,000	1,950,000

Performance Measures		Actual	Actual	Estimated	Projected
Measure		FY 2006	FY 2007	FY 2008	FY 2009
1 . Video Arraignments		1,400	1,550	1,550	1,700
2 . Law & Motion		4,500	4,700	4,800	5,000
3 . Judge Trials		1,900	2,050	2,050	2,100
4 . Jury Trials		312	462	462	462
5 . Mediations		192	208	208	208
6 . Hearings		2,200	2,400	2,400	2,600
7 . Omnibus Hearings		1,850	1,950	1,950	2,050

#### Comments